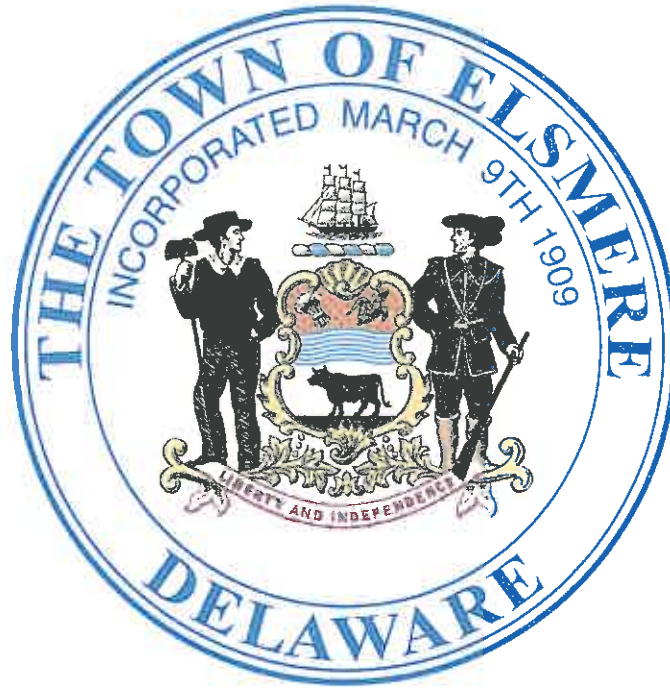


Town of Elsmere



Fiscal Year 2011-2012 ANNUAL OPERATING AND CAPITAL BUDGETS

Adopted by the Mayor & Council at their June 09, 2011 public meeting.

TOTAL	APPROVED	REVENUES	\$2,741,114.00
TOTAL	APPROVED	OPERATING EXPENSES	\$2,720,509.00
TOTAL	APPROVED	CAPITAL EXPENSES	\$ 20,605.00

APPROVED PROVISIONS:

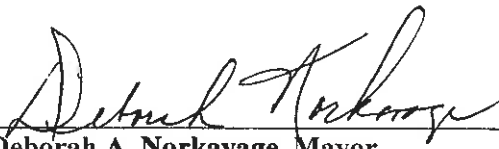
Finance Department:

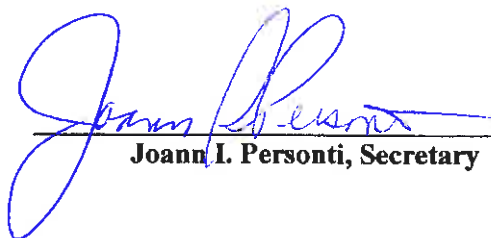
The Town Manager is authorized without the prior approval of the Mayor and Council to direct the Finance Department to create additional line item(s) when he deems such action necessary or required in order to properly and accurately account for and report the financial activity and position of the Town, provided doing so will not increase or decrease any amount approved by the Mayor and Council in this budget. This section shall not apply to the Department of Public Safety.

Public Safety Department Funding Source:

1. In accordance with Title 22, Section 1601 (c) of the Delaware Code, the primary funding source for the Public Safety Department's approved operating and Capital cost shall be the revenues realized by the collection of the Town of Elsmere's Realty Transfer Taxes. Should these funds be depleted the remaining approved expenses shall be funded out of the Town's General Fund.
2. The primary funding source for the Department of Public Safety's Capital request shall be the revenues available in the "Red Light Camera" account. Any shortfall in the amount needed shall be funded from the Town's General Fund
3. At the June 24, 2010 meeting of the Mayor and Council step one and only those portions of step two which are necessary to implement the revised Elsmere Bureau of Police Pay Scale which was proposed to the Mayor and Council was adopted.

Approved by the Mayor and Council at their June 09, 2011 meeting.


Deborah A. Norkavage, Mayor


Joann I. Personti, Secretary

TOWN OF ELSMERE			
FISCAL YEAR 2011 - 2012			
APPROVED OPERATING BUDGET			
			FY 11-12 Approved
ADMINISTRATION			482,847.00
CODE ENFORCEMENT			139,451.00
FINANCE			231,940.00
PUBLIC SAFETY			968,773.00
PUBLIC WORKS			897,498.00
TOTAL REQUESTED EXPENSES			<u>2,720,509.00</u>
TOTAL REQUESTED REVENUES			<u>2,741,114.00</u>
EXCESS / (DEFICIT)			<u>20,605.00</u>
Capital Budget Request			<u>20,605.00</u>
	Total Requested Expenses		2,741,114.00
	Total Requested Revenues		2,741,114.00
	Result		<u>0.00</u>

TOWN OF ELSMERE			
FISCAL YEAR 2011 - 2012			
APPROVED OPERATING BUDGET			
			FY 11-12 Approved
ADMINISTRATION			482,847.00
CODE ENFORCEMENT			139,451.00
FINANCE			231,940.00
PUBLIC SAFETY			968,773.00
PUBLIC WORKS			897,498.00
TOTAL REQUESTED EXPENSES			<u>2,720,509.00</u>
TOTAL REQUESTED REVENUES			<u>2,741,114.00</u>
EXCESS / (DEFICIT)			<u>20,605.00</u>
Capital Budget Request			<u>20,605.00</u>
	Total Requested Expenses		2,741,114.00
	Total Requested Revenues		2,741,114.00
	Result		<u>0.00</u>

**TOWN OF ELSMERE
FISCAL YEAR 2010 - 2011
APPROVED REVENUE BUDGET**

			FY 11-12 Approved
12-01-04-20-0017-0000	Accident Reports		6,000.00
12-01-04-30-0060-0000	Board of Adjustment		2,000.00
12-01-04-30-0020-0000	Building Permits		25,000.00
12-01-04-30-0070-0000	Business Licenses		75,000.00
12-01-04-30-0021-0000	Code Violations		14,000.00
12-01-04-20-0130-0000	Extra Duty Sur Charge		0.00
12-01-04-20-0131-0000	Extra Duty Pension		0.00
12-01-04-11-0080-0000	Franchise Fees		80,500.00
	General Fund Allocation		86,181.00
12-01-04-11-0011-0000	Interest Income		1,000.00
12-01-04-20-0016-0000	Other Courts CCP		23,000.00
12-01-04-10-0110-0000	Other Income Administration		5,500.00
12-01-04-30-0110-0000	Other Income Code Enforcement		500.00
12-01-04-20-0110-0000	Other Income Public Safety		7,000.00
12-01-04-20-0110-TOW1	Other Income Towing		6,000.00
12-01-04-11-0110-0000	Other Income Finance		1,000.00
12-01-04-40-0110-0000	Other Income Public Works		1,000.00
12-01-04-40-0110-0000	Other Income Public Works Abatement Payments		500.00
12-01-04-30-0030-0000	Contracted Professional Services Code		15,000.00
12-01-04-11-0001-0000	Real Estate Taxes		1,855,800.00
12-01-04-20-0208-0000	Red Light Camera		2,000.00
12-01-04-10-0110-0000	Rental Income Administration		\$84,133.00
12-01-04-30-0075-0000	Rental Licenses		155,000.00
12-01-04-11-0010-0000	Tax Penalties and Interest		15,000.00
12-01-04-11-0090-0000	Transfer Taxes		110,000.00
12-01-04-20-0015-0000	Voluntary Assessment		170,000.00
	Total Approved Revenues		2,741,114.00

	ADMINISTRATION DEPARTMENT'S			
	FY 11 - 12 APPROVED OPERATING BUDGET			
	Revenue Line Items		FY 11-12	
			Approved	
	12-01-04-10-0110-0000	Other Income	5,500.00	
	12-01-04-10-0120-0000	Rental Income	\$84,133.00	
	Senior Center	\$19,968.36		
	Recreation Center	\$16,084.00		
	Library	\$48,080.04		
		Total Income	89,633.00	
	Expense Line Items		FY 11-12	
			Requested	
		Salaries & Benefits		
	12-01-05-10-1000-0000	Salary	168,927.00	
	12-01-05-10-1001-0000	Overtime	2,000.00	
	12-01-05-10-1000-0007	Salary-Council	3,600.00	
	12-01-05-10-1010-0000	Payroll Taxes	14,112.00	
	12-01-05-10-1015-0000	Employee Incentive Plan	2,500.00	
	12-01-05-10-1025-0000	Employee Longevity Benefit	4,600.00	
	12-01-05-10-1020-0000	Police Pension Contribution	33,538.00	
	12-01-05-10-1030-0000	Accounting	2,500.00	
	12-01-05-10-3140-0000	Gas / Oil for Vehicles	500.00	
	12-01-05-10-7046-0000	Homeland Security	3,000.00	
	12-01-05-10-2070-0000	Cont./Pro. Services	17,000.00	
	12-01-05-10-2071-0000	Computer Operations	8,500.00	
	12-01-05-10-2060-0000	Contributions	10,000.00	
	12-01-05-10-2081-0000	Discretionary Funds	750.00	
	12-01-05-10-2200-0000	Dues/Subscriptions/Meetings	1,200.00	
	12-01-05-10-2110-0000	Election Expenses	0.00	
	12-01-05-10-2115-0000	Civic Affairs	31,000.00	
	12-01-05-10-2120-0000	Electricity/Gas	60,000.00	
	12-01-05-10-2122-0000	Emergency Operations	0.00	
	12-01-05-10-2124-0000	Water/Sewer	6,000.00	
	12-01-05-10-2160-0000	Insurance-Business	6,779.00	
	12-01-05-10-2170-0000	Insurance-Health	26,741.00	
	12-01-05-10-2180-0000	Insurance-Life/Disability	1,585.00	
	12-01-05-10-2181-0000	Workers Compensation	565.00	
	12-01-05-10-8250-0000	Lease/Purchase of Equipment	4,000.00	
	12-01-05-10-2266-0000	Legal Notices	2,000.00	
	12-01-05-10-2270-0000	Legal	25,000.00	
	12-01-05-10-2280-0000	Postage	500.00	
	12-01-05-10-2290-0000	Maintenance-Building	25,000.00	
	12-01-05-10-3330-0000	Materials/Supplies	4,000.00	
	12-01-05-10-3340-0000	Miscellaneous	1,000.00	
	12-01-05-10-3350-0000	Office Supplies	6,950.00	
	12-01-05-10-2370-0000	Telephone	7,000.00	
	12-01-05-10-2390-0000	Training	2,000.00	
		Total Administrative Expenses	482,847.00	

**CODE ENFORCEMENT DEPARTMENT'S
FY 11 - 12 APPROVED OPERATING BUDGET**

Revenue Line Items		FY 11-12 Requested
12-01-04-30-0020-0000	Building Permits	25,000.00
12-01-04-30-0021-0000	Code Violations	14,000.00
12-01-04-30-0030-0000	Contracted Professional Services Income	15,000.00
12-01-04-30-0060-0000	Board of Adjustment	2,000.00
12-01-04-30-0070-0000	Business Licenses	75,000.00
12-01-04-30-0075-0000	Rental Licenses	155,000.00
12-01-04-30-0110-0000	Other Income Code Department	500.00
	Total Revenue	286,500.00
Expense Line Items		FY 11-12 Requested
	Salaries & Benefits	
12-01-05-30-1000-0000	Salary	80,615.00
12-01-05-30-1001-0000	Overtime	2,500.00
12-01-05-30-1010-0000	Payroll Taxes	6,440.00
12-01-05-20-1025-0000	Employee Longevity Benefit	900.00
12-01-05-30-2071-0000	Computer Operations	3,000.00
12-01-05-30-2070-0000	Contracted Professional Services Expenses	12,000.00
12-01-05-30-2100-0000	Dues/Subscriptions/Meetings	400.00
12-01-05-30-2122-0000	Emergency Operations	0.00
12-01-05-30-3140-0000	Gas/Oil Vehicles	1,300.00
12-01-05-30-2160-0000	Insurance Business	3,851.00
12-01-05-30-2161-0000	Insurance-Auto	3,774.00
12-01-05-30-2170-0000	Insurance-Health	9,888.00
12-01-05-30-2180-0000	Insurance-Life/Disability	763.00
12-01-05-30-2181-0000	Workers Compensation	370.00
12-01-05-30-2280-0000	Postage	2,000.00
12-01-05-30-2320-0000	Maintenance-Vehicle	500.00
12-01-05-30-3330-0000	Materials/Supplies	1,100.00
12-01-05-30-3340-0000	Miscellaneous	300.00
12-01-05-30-3350-0000	Office Supplies	2,750.00
12-01-05-30-2370-0000	Telephone	3,500.00
12-01-05-30-2390-0000	Training	2,500.00
12-01-05-30-3400-0000	Uniforms	1,000.00
	Total Code Enforcement Expenses	139,451.00

**FINANCE DEPARTMENT'S
FY 11 - 12 APPROVED OPERATING BUDGET**

Revenue Line Items

**FY 11-12
Requested**

12-01-04-11-0001-0000	Real Estate Taxes	1,855,800.00
12-01-04-11-0010-0000	Penalties & Interest	15,000.00
12-01-04-11-0080-0000	Franchise Fees	80,500.00
12-01-04-11-0090-0000	Transfer Taxes	110,000.00
12-01-04-11-0011-0000	Interest Income	1,000.00
12-01-04-11-0110-0000	Other Income Finance	1,000.00
	Total Finance Revenue	2,063,300.00

Expense Line Items

**FY 11-12
Requested**

	Salaries & Benefits	
12-01-05-11-1000-0000	Salary	148,010.00
12-01-05-11-1001-0000	Overtime	2,000.00
12-01-05-11-1010-0000	Payroll Taxes	12,466.00
12-01-05-11-1025-0000	Employee Longevity Benefit	3,317.00
12-01-05-11-2050-0000	Audit	18,000.00
12-01-05-11-2071-0000	Computer Operations	12,418.00
12-01-05-11-2122-0000	Emergency Operations	0.00
11-01-05-11-2160-0000	Insurance Business	7,779.00
12-01-05-11-2170-0000	Insurance-Health	16,529.00
12-01-05-11-2180-0000	Insurance-Life/Disability	1,466.00
12-01-05-11-2181-0000	Workers Compensation	545.00
12-01-05-11-2280-0000	Postage	2,500.00
12-01-05-11-3350-0000	Office Supplies	4,000.00
12-01-05-11-2370-0000	Telephone	1,410.00
12-01-05-11-2390-0000	Training	1,500.00
	Total Finance Expenses	231,940.00

**PUBLIC SAFETY DEPARTMENT'S
FY 11 - 12 APPROVED OPERATING BUDGET**

Revenue Line Items

**FY 11-12
Requested**

12-01-04-20-0015-0000	Fines	170,000.00
12-01-04-20-0016-0000	Other Courts CCP	23,000.00
12-01-04-20-0017-0000	Accident Reports	6,000.00
12-01-04-20-0208-0000	Red Light Camera	2,000.00
12-01-04-20-0130-0000	Extra Duty Sur Charge	
12-01-04-20-0131-0000	Extra Duty Pension	
12-01-04-20-0110-0000	Other Income Public Safety	7,000.00
12-01-04-20-0110-TOW1	Other Income Towing	6,000.00
	Total Public Safety Revenue	214,000.00

Expense Line Items

**FY 11-12
Requested**

	<u>Salaries & Benefits</u>	
12-01-05-20-1000-0000	Salary	558,967.00
12-01-05-20-1000-0001	Salary - Clerical	41,301.00
12-01-15-20-1000-BIKE	Salary - Seasonal	9,300.00
12-01-05-20-1000-0011	Salary - Part Time Records Clerk	12,137.00
12-01-05-20-1011-0000	Salary - Extra Duty	0.00
12-01-05-20-1001-0000	Overtime	18,500.00
12-01-05-20-1003-0000	Holiday	13,500.00
12-01-05-20-1010-0000	Payroll Taxes	27,297.00
12-01-05-20-1025-0000	Employee Longevity Benefit	1,200.00
12-01-05-20-1020-0000	Extra Duty Pension Charge	0.00
12-01-05-20-2170-0000	Insurance-Health	106,700.00
12-01-05-20-2180-0000	Insurance-Life/Disability	6,050.00
12-01-05-20-8250-0000	Lease - Office Equipment	3,900.00
12-01-05-20-2181-0000	Workers Compensation	33,350.00
12-01-05-20-2071-0000	Computer Operations	2,000.00
12-01-05-20-2081-0000	Discretionary Funds	1,500.00
12-01-05-20-2100-0000	Dues/Subscriptions/Meetings	750.00
12-01-05-20-2122-0000	Emergency Operations	0.00
12-01-05-20-3141-0000	Firearms/Supplies	1,500.00
12-01-05-20-3140-0000	Gas/Oil Vehicles	36,000.00
12-01-05-20-2161-0000	Insurance-Vehicles	20,907.00
12-01-05-20-2160-0000	Insurance-Business	23,114.00
12-01-05-20-2280-0000	Postage	300.00
12-01-05-20-2290-0000	Building Maintenance	4,000.00
12-01-05-20-2310-0000	Maintenance/Repair	500.00
12-01-05-20-2300-0000	Equipment Contracts	8,600.00
12-01-05-20-2320-0000	Maintenance-Vehicle	9,000.00
12-01-05-20-3330-0000	Materials/Supplies	5,000.00
12-01-05-20-2331-0000	Medical Costs	1,000.00
12-01-05-20-3350-0000	Office Supplies	4,000.00
12-01-05-20-2360-0000	Evidence Processing	500.00
12-01-05-20-2370-0000	Telephone	5,400.00
12-01-05-20-2372-0000	Telephone - Cell Phones	4,500.00
12-01-05-20-2390-0000	Training	1,500.00
12-01-05-20-3400-0000	Uniforms	4,500.00
12-01-05-20-3401-0000	Uniform Cleaning	2,000.00
	Total Public Safety Expenses	968,773.00

PUBLIC WORKS DEPARTMENT'S FY 11 - 12 APPROVED REVENUE BUDGET			
<u>Revenue Line Items</u>		FY 11-12 Requested	
12-01-04-40-0110-0000	Other Income Public Works	1,000.00	
12-01-04-40-0110-0000	Other Income Public Works Abatement Payments	500.00	
	<u>Total Public Works Revenue</u>	<u>1,500.00</u>	
PUBLIC WORKS DEPARTMENT'S FY 11 - 12 APPROVED OPERATING BUDGET			
<u>Expense Line Items</u>		FY 11-12 Requested	
12-01-05-40-1000-000	Salary	145,297.00	
12-01-05-40-1001-000	Overtime	6,000.00	
12-01-05-40-1010-000	Payroll Taxes	11,500.00	
12-01-05-40-1025-000	Employee Longevity Benefit	3,824.00	
12-01-05-40-2070-000	Contracted Professional Services	572,767.00	
12-01-05-40-2120-000	Electricity/Gas	4,680.00	
12-01-05-40-2121-000	Fuel Oil	8,500.00	
12-01-05-40-2122-000	Emergency Operations	0.00	
12-01-05-40-2124-000	Water/Sewer	1,000.00	
12-01-05-40-3140-000	Gas/Oil Vehicles	11,000.00	
12-01-05-40-2071-000	Computer Operations	2,500.00	
12-01-05-40-2160-000	Insurance-Business	7,707.00	
12-01-05-40-2161-000	Insurance-Auto	11,186.00	
12-01-05-40-2170-000	Insurance-Health	36,543.00	
12-01-05-40-2180-000	Insurance-Life/Disability	1,506.00	
12-01-05-40-2181-000	Workers Compensation	6,788.00	
12-01-05-40-2230-000	Landfill Fees	10,000.00	
12-01-05-40-3251-000	Maintenance/Streets	12,500.00	
12-01-05-40-3252-000	Maintenance/Parks	15,500.00	
12-01-05-40-2290-000	Maintenance-Building	3,000.00	
12-01-05-40-2300-000	Maintenance-Equipment	6,500.00	
12-01-05-40-2320-000	Maintenance-Vehicle	6,500.00	
12-01-05-40-3330-000	Materials/Supplies	6,000.00	
12-01-05-40-3340-000	Miscellaneous	200.00	
12-01-05-40-3350-000	Office Supplies	500.00	
12-01-05-40-2370-000	Telephone	2,000.00	
12-01-05-40-2390-000	Training	2,000.00	
12-01-05-40-3400-000	Uniforms	2,000.00	
	<u>Total Public Works</u>	<u>897,498.00</u>	

TOWN OF ELSMERE		
FISCAL YEAR 2011 - 2012		
FY 11 - 12 APPROVED CAPITAL IMPROVEMENT BUDGET		
		FY 11-12 Requested
	ADMINISTRATION	
	General Code Updates	5,000.00
	Recycling Can Distribution Costs	9,500.00
	<u>TOTAL ADMINISTRATION</u>	<u>14,500.00</u>
	PUBLIC SAFETY	
	Purchase of New Weapons	6,105.00
	<u>TOTAL PUBLIC SAFETY</u>	<u>6,105.00</u>
	<u>TOTAL REQUESTED CAPITAL EXPENSES</u>	<u>20,605.00</u>

TOWN OF ELSMERE		
FISCAL YEAR 2011 - 2012		
FY 11 - 12 APPROVED CAPITAL IMPROVEMENT BUDGET		
		FY 11-12 Requested
	ADMINISTRATION	
	General Code Updates	5,000.00
	Recycling Can Distribution Costs	9,500.00
	<u>TOTAL ADMINISTRATION</u>	<u>14,500.00</u>
	PUBLIC SAFETY	
	Purchase of New Weapons	6,105.00
	<u>TOTAL PUBLIC SAFETY</u>	<u>6,105.00</u>
	<u>TOTAL REQUESTED CAPITAL EXPENSES</u>	<u>20,605.00</u>